

**DETERMINATION AND FINDINGS
FOR A
SOLE SOURCE EXTENSION OF A CONTRACT**

CONTRACT NO.: CW19533
CAPTION: GRID and GSS Maintenance
PROPOSED CONTRACTOR: Blueprint Consulting Services (BCS)
PROGRAM: District of Columbia Sentencing Commission (SCDC)

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700, 1701, and 2005.2 (b)

2. MINIMUM NEED:

The District of Columbia Government, Office of Contracting and Procurement (OCP) on behalf of the D.C. Sentencing Commission (SCDC or the Commission) seek continuation of maintenance services from Blueprint Consulting Services. Software maintenance services for the Commission's Guidelines Reporting Information Data (GRID) system and Guidelines Scoring System (GSS) are required for one additional year from December 21, 2017 through December 20, 2018.

The Contractor shall support day-to-day operation and use of the systems, provide system maintenance services, identify issues with the delivered software and its data sources, and provide a mechanism for the Contractor to correct any and all faults, implement changes to the system as necessitated by changes to D.C. felony-related laws and statutes and to the Commission's Guidelines Manual, increase overall system performance, address other impediments to performance, improve end-user experience, and continuously audit and ensure system and data security.

3. ESTIMATED REASONABLE PRICE:

The estimated fair and reasonable price for a sole source extension of this contract is not to exceed \$225,000.00. While the Contracting Officer does not anticipate reaching the NTE ceiling; this estimate is based upon historical spend data for a year of services on the current contract.

4. FACTS WHICH JUSTIFY SOLE SOURCE EXTENSION:

- a) In 2013, BCS and the Commission designed, built, and implemented the Guidelines Reporting and Information Data system (GRID system). Commission members and staff spent over two thousand hours working with BCS and other D.C. government agencies to design, build, test, and deploy a felony sentencing data system with advanced data housing, reporting, and analysis capabilities not available anywhere

- else in the District of Columbia. The backbones of the system are the Guidelines compliance, and data analysis algorithms. Developing these components involved BCS converting the Commission's business processes, Guidelines sentencing structure, statutes, and rules into algorithms that could automatically calculate the compliance status of every felony case sentenced in the D.C. Superior Court and that could provide the types of data analysis necessary for the Commission to fulfill its statutory mandates. Since implementation, these algorithms run and are monitored by BCS on a daily basis. They are constantly updated by the BCS to account for changes in data, laws, the Sentencing Guidelines, and the needs of the Commission. Such monitoring cannot be done without a comprehensive understanding not only of the implemented source code, but of the Commission's rules, data, and processes, along with legal and technical knowledge of how the algorithms were developed and deployed.
- b) Similarly, in 2015, BCS and the Commission designed, built, and implemented the Guidelines Scoring System (GSS) as a new module for the GRID system. A defendant's prior criminal history score, which is calculated by Court Services and Offender Supervision Agency (CSOSA) officers, is a key component necessary to calculate compliance with the Sentencing Guidelines. The module was designed to allow CSOSA officers to input offenders' prior criminal history information directly into GSS, which then automatically applies Guidelines scoring rules to calculate each offender's total criminal history score (CH score) for the user and electronically transfers this information into the GRID System. Like the development of GRID, building and maintaining GSS requires specific knowledge regarding how the algorithms necessary to calculate compliance were developed and deployed, along with the Commission's rules and business processes.
 - c) The GRID system and GSS, including their rules and algorithms, are continually updated as part of standard operations and maintenance due to changes in various rules, statutes, data housing, analysis, and reporting needs. Consequently, operating and maintaining the GRID system and GSS requires knowledge of the Commission's data sources, data, unique computation algorithms, business rules, along with the expertise in sentencing in the District and the application of the D.C. Voluntary Sentencing Guidelines. It requires intimate, extensive, and deep subject matter specialty, not only in the software stack, but also the full source code of both systems, including all mission-critical processes, conditions, and logics that are unique and essential to the daily operations of the Commission. This knowledge is only possessed by BCS because they are the only vendor to have worked with the Commission on the GRID and GSS system.
 - d) Even with the annotated source code, no other vendor could provide this service because the Commission's unique and specific needs, requirements, rules and processes. Further, no other vendor has background subject matter knowledge or information regarding system design and implementation necessary to operate and maintain the system as no other vendor has worked with the Commission in this manner. The Commission expects that one more year would be sufficient to properly

obtain market research and conduct a market survey to increase potential list of contractors.

- e) The proposed contract extension modification is required to ensure continuity of operations and avoid interruption of operating and maintaining the GRID system and GSS. Soliciting for a new contract for these services would require a substantial number of hours to gain the intellectual background knowledge and experience with SCDC operations in order to become fully familiarized to the tasks identified to the extent that BCS is already acclimated to at this point. Additionally, SCDC estimates that added cost to the District could be as high as \$225,000.00. BCS however, has agreed to continue services under the current rates. It will not be economical to use any other method of procurement which could result in higher costs and a longer procurement period, causing unacceptable delays in a critical project that supports the District's Voluntary Sentencing Guidelines' rules, legal procedures, and criminal statutes.

5. CERTIFICATION BY AGENCY HEAD:

I hereby certify that the above findings are true, correct and complete.

Date

Barbara Tombs
Director
District of Columbia Sentencing Commission

6. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code §2-354.04) and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Chris Yi
Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 303, 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). According, I determine that the District is justified in the sole source extension method of procurement.

Date

George A. Schutter
Chief Procurement Officer